



**TOWN OF UXBRIDGE
BOARD OF SELECTMEN**
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Jill R. Myers
Town Manager

TO: Honorable Board of Selectmen
FROM: Jill R. Myers, Town Manager
DATE: August 10, 2007
SUBJECT: Town Manager's Report for the BOS Meeting of August 13, 2007

Attached, please find the monthly Department Head reports for July 2007.

BERNAT MILL FIRE – RECOVERY EFFORTS

The Lt. Governor's taskforce met at Town Hall on 7/31 with elected officials present (next meeting is 8/14), and follow-up meetings with staff representatives occurred on 8/6 and scheduled for 8/13. The Task Force is fine-tuning a resource guide, and Town Staff is surveying the business owners/tenants with the Chamber assistance. Many Town staff members have contributed to the response efforts relative to their respective areas. Please refer to the Department's Monthly Reports for details.

I am working with the area legislators to secure reimbursement from the Katrina Funds to the Town for response and recovery costs, as well as to the towns who responded via mutual aid. At this time there is no grant funding reimbursement available to the Town. It is not a FEMA/MEMA declared emergency, and at this time each town is 100% responsible. I am concerned with only \$587,998.00 available in Stabilization; Uxbridge personnel response costs are appx\$58,156; equipment costs using the FEMA formula are apprx. \$109,855. Total response costs tallied so far, including mutual aid response is \$393,000. This does not include the educational programs at the Mill of which the School Department is compiling relocation costs/options, and listing to provide to the Town's Insurer.

As a fall back plan, the Finance Director and I appeared before the State Emergency Finance Board (represented by the DOR, Attorney General, State Treasurer) to seek an emergency borrowing authorization for costs associated with the response. It was approved and *IF* needed, will be submitted as an article at the Fall Annual Town meeting requiring two-thirds approval. We also submitted the request to expend beyond appropriations. There may need to be an article at the Fall Town Meeting as well.

I will continue to provide updates.

43 D EXPEDITED PERMITTING MEETINGS: 8/9 AND 8/20

Land-use Counsel Mark Bobrowski (grant funded) has begun review of the Zoning Bylaws, and will prepare amendments relating to expedited permitting for consideration at the Fall Annual Town

Meeting. We expect the application submittal (special permit) for the “priority site” (Douglas Street) to begin this calendar year, so it is important to have the process established and codified. The meeting with the ZBA was held on 8/9 – which was very informative, and the next meeting will be held with the Planning Board on 8/20. We have/will broadcast and tape the meetings. Documents will be uploaded to the website, and made available to the public.

GROUP INSURANCE COMMISSION (GIC) INFORMATION SESSION

MORE is hosting an informational session on 8/22 in Worcester with representatives from the GIC. I have background materials. Participation must be negotiated with the Unions - a different approval process based on percentage of membership representation on a new employee committee. Another requirement is that any Medicare eligible retirees must come off of active plans and chose a Medicare provider plan. Towns must provide notification to participate in the GIC by October 1 for July 1, 2008 participation. Many details are still pending.

PERSONNEL/RECRUITMENTS

I am pleased to announce that we have appointed Uxbridge resident, Tracey Ante, to serve as the new Administrative Assistant in the Planning/Zoning Department. Tracey’s first day of employment will be Monday, August 13th.

COMMITTEE/BOARD APPOINTMENTS

I am further pleased to report the appointment of Mr. John Niewiecki to the Zoning Board of Appeals. I believe he will make a valuable contribution to this Board. John will be serving in an Alternate capacity through the end of September when he will be appointed to a permanent slot after the expiration of Chuck Lutton’s term. We are very grateful to Chuck for filling in on this board until we were able to recruit permanent members.

We have received another Talent Bank form from a local resident interested in serving on this Board, and Megan DiPrete and I will be scheduling an appointment with him sometime over the next couple of weeks.

DEPARTMENT HEAD PERFORMANCE REVIEWS

As of last Tuesday, I completed performance reviews for all Department Heads and non-union supervisory staff. This is the first time the Town has undergone this process. Once the BOS completes the goal setting process, I will incorporate agreed upon goals in addition to the goals I have identified for the departments, in the respective Department Head goals for FY08.

CHARTER COMPLIANCE

We received a copy of the Millbury Charter as well as their Administrative Reorganization Plan. The Assistant to the Town Manager will review it and other samples and draft an administrative code and staffing plan as one does not exist but is noted in our Charter.

SLOAN FOUNDATION – SIX STATE PERFORMANCE MEASUREMENT PROJECT

Through MORE, we submitted a request to participate in a six state performance measurement project coordinated by the (Worcester) Regional Research Bureau. The Research Bureau is seeking grant funding. This will provide us the basics of performance measurement if selected.